



DEPARTMENT OF CORRECTION

Annual Report
July 1, 2011 - June 30, 2012

SP002

Jack Markell, Governor
Matt Denn, Lt. Governor
Carl C. Danberg, Commissioner

Table of Contents



Mission Statement	3
Statutory Provision	3
Commissioner's Message	4
Goals and Challenges	5
SENTAC	6
Statewide Facility & Office Contacts	7
Department Organizational Structure	10
Office of the Commissioner	11
Human Resources	12
Employee Development Center	13
Bureaus	
Bureau of Management Services	14
Bureau of Correctional Healthcare Services	20
Bureau of Prisons	24
Bureau of Community Corrections	30
Offender Programs	41
Statistics/Graphs/Charts	43
Staff Awards & Recognition	48
Staff Community & Military Service	50

Mission Statement

“To protect the public by supervising adult offenders through safe and humane services, programs and facilities.”

Statutory Provision

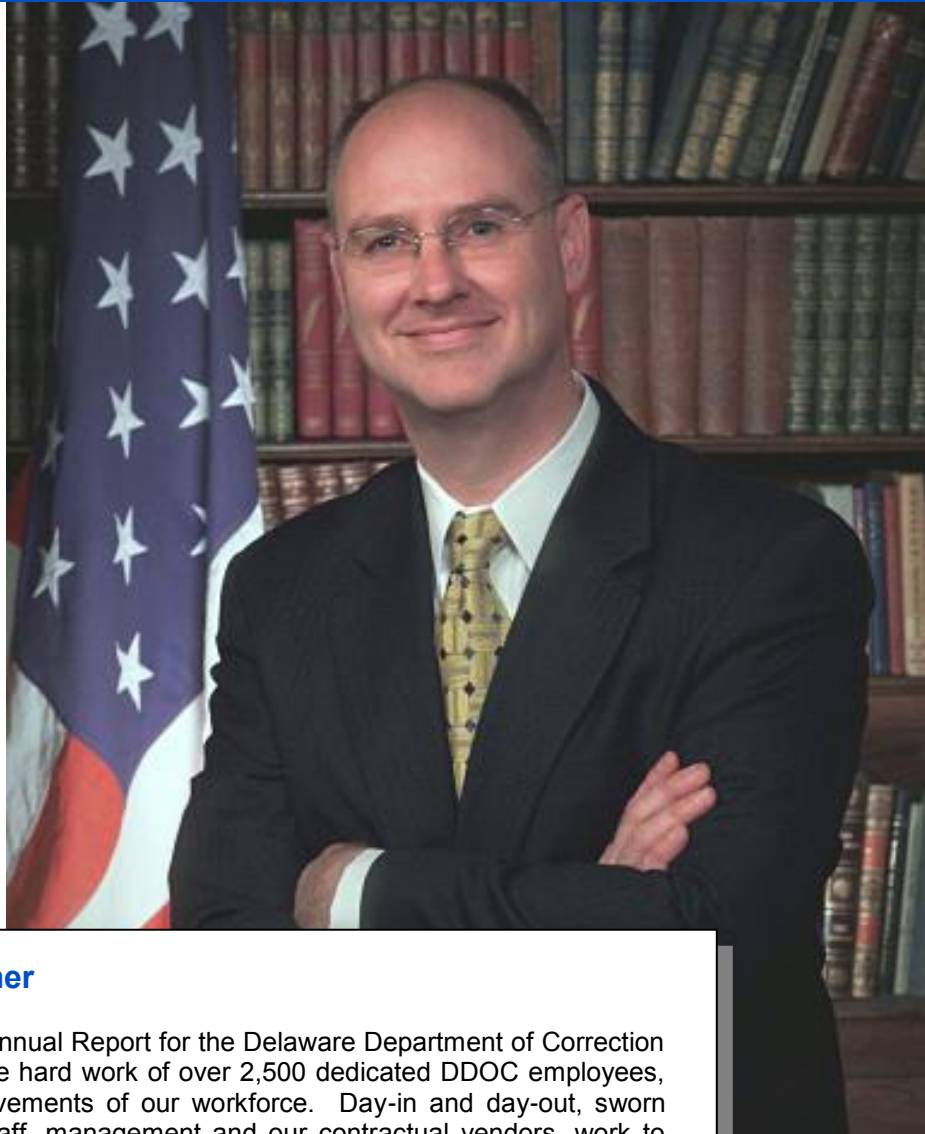
On July 10, 1975, Governor Sherman W. Tribbitt signed into law Senate Bill 487 which created the Delaware Department of Correction, effective July 1, 1975. The bill transferred the Divisions of Juvenile and Adult Correction from the Department of Health and Social Services to the new Department of Correction.

The Department was statutorily established under 29 Delaware Code, Chapter 89 and 11 Delaware Code, Chapter 65. 11 Del. C. §6501 establishes the Department of Correction, and 11 Del. C. §6502 identifies the purpose of the Department.

In 1984, the Division of Juvenile Correction was transferred to the Division of Youth and Family Services. The only juveniles currently under the Department's supervision are at the Howard R. Young Correctional Institution in the Young Criminal Offender Program (YCOP) which manages the most difficult youthful offenders.

Commissioner's Message

- Commissioner Danberg was nominated by Governor Minner and unanimously confirmed by the State Senate in February 2007. He was reappointed by Governor Jack Markell in January 2009.
- Chair of the Victims Advisory and Family Violence Prevention & Services Committee
- Appointed and served as Attorney General for the State of Delaware from 2005-2007
- Chief Deputy Attorney General from August 2004 to December 2005
- Deputy Principal Assistant to retired Commissioner Stan Taylor from June 1996 to August 2004
- Previous Deputy Attorney General representing Department of Correction
- Graduate of Widener Law School
- Lt. Col. in Judge Advocate General's Corps of the Delaware Army National Guard
- Chair of Delaware Sex Offender Management Board
- President of the Northeast Association of Correctional Administrators
- Adjunct Professor at the University of Delaware
- Active member of Association of State Correctional Administrators, Delaware Criminal Justice Council, Sentencing Accountability Commission, American Bar Association, Delaware Bar Association and Society of Attorneys General Emeritus



Letter from the Commissioner

It is an honor to present the 2012 Annual Report for the Delaware Department of Correction (DDOC). This report represents the hard work of over 2,500 dedicated DDOC employees, and highlights the collective achievements of our workforce. Day-in and day-out, sworn officers, treatment staff, support staff, management and our contractual vendors, work to make the State of Delaware a safer place.

While working toward our mission of protecting the public, we have made great strides to increase programs and services designed to improve offender reentry to the community. Ultimately, we believe these programs will help to reduce recidivism. Reentry improvements include increased collaboration with other State agencies, universities, and our community partners. We know education and employment are a key to reducing recidivism, and to this end, emphasis has been placed on completion of GED and adult basic education programs.

I extend my appreciation to all DDOC staff, and graciously thank them for their dedication to duty. I look forward to continued improvements and success in Fiscal Year 2013.

Carl C. Danberg
Commissioner, Delaware Department of Correction

Goals and Challenges

Within our mission is an overriding objective to increase public safety.

GOALS:

- Enhance public safety through the supervision of adult offenders within our facilities and in our communities.
- Create an environment conducive to productive offender programming and treatment.
- Maintain a stable and skilled workforce, particularly in the correctional officer series, through specific recruitment initiatives and varied professional development opportunities.
- Ensure that every offender receives medical healthcare in compliance with the National Commission on Correctional Healthcare standards.
- Reduce recidivism through collaboration among state agencies and community organizations.

The Department has broadly defined the
CHALLENGES we face within
5 Main Focus Areas:

- Offender Healthcare
- Population Management
- Safe and Secure Operations
- Workforce Development
- Infrastructure

SENTAC Levels

In 1989, the State of Delaware passed a law which provides

“ . . . sentencing guidelines consistent with the overall goals of ensuring certainty and consistency of punishment commensurate with the seriousness of the offense and with due regard for resource availability and cost. In developing these guidelines, the Commission shall also consider the following additional goals in the priority in which they appear:

1. Incapacitation of the violence-prone offender;
2. Restoration of the victim as nearly as possible to the victim's pre-offense status; and
3. Rehabilitation of the offender.”

ADMINISTRATIVE SUPERVISION - Level I

Offenders assigned to Level I are placed in the least restrictive form of supervision under the SENTAC sentencing system. These are generally first time offenders who pose little risk of re-offending.

COMMUNITY WORK PROGRAM

Offenders placed in this program perform various types of labor at non profit organizations in order to satisfy special conditions of supervision and/or to be relieved of court ordered assessments.

PROBATION & PAROLE - Level II

Level II is the standard Probation/Parole supervision program. Offenders on Level II supervision are to meet with their Probation Officer on a regular schedule to comply with contact requirements based on risks/needs assessments.

PRETRIAL SERVICES

Pretrial Services provides the Court of Common Pleas and Superior Court with bail recommendations and provides pretrial supervision for those offenders that have been ordered as a condition of their bond order.

INTENSIVE SUPERVISION - Level III

The Intensive Supervision Unit (ISU) represents Level III of the SENTAC alternatives to incarceration. The purpose of the ISU is to closely supervise adult offenders in the community to prevent further criminal behavior while sentences are being served. Supervision is frequent and intense while also assisting the offender in making a successful return to the community.

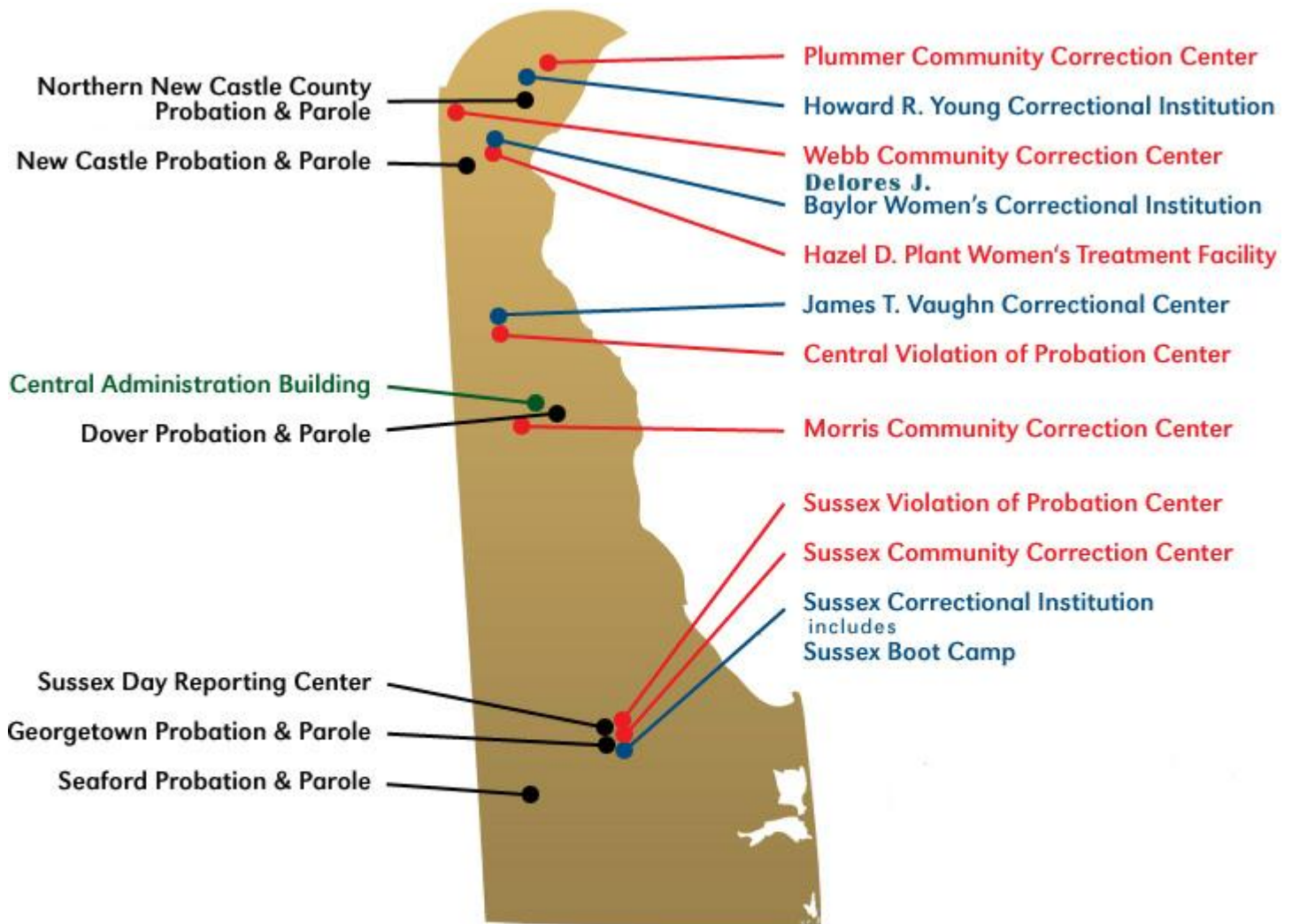
Quasi-incarceration - Level IV

House Arrest is a community custody program for offenders who are to be restricted to an approved residence in which specific sanctions are to be imposed and enforced. House Arrest is administered by Probation Officers, and includes continuous electronic and direct surveillance. Level IV also includes commitment to a community center for substance abuse treatment, community service and/or work release.

INCARCERATION - Level V

This level is 24 hours per day in a secure correctional facility. Incarceration includes the jail (sentences to 12 months or less), prison (sentences to longer than 12 months), and sentences to life or death. Boot camp is also a level V sentencing option.

Statewide Facilities and Offices



Black = Probation and Parole Office
Green = Administration Office

Red = Level 4 Work Release or VOP Center
Blue = Level 5 Prison

The Delaware Department of Correction is responsible for 18 facilities and offices statewide.

DOC Facility Contacts

Howard R. Young Correctional Institution (HRYCI)
1301 East 12th Street
Wilmington, DE 19801
302-429-7700

Delores J. Baylor Women's Correctional Institution (BWCI)
660 Baylor Boulevard
New Castle, DE 19720
302-577-3004

James T. Vaughn Correctional Center (JTVCC)
1181 Paddock Road
Smyrna, DE 19977
302-653-9261

Sussex Correctional Institution (SCI)
(Includes Sussex Boot Camp)
23203 DuPont Blvd
Georgetown, DE 19947
302-856-5281

Plummer Community Correction Center (PCCC)
38 Todds Lane
Wilmington, DE 19802
302-761-2800

Webb Community Correction Center (WCCC)
200 Greenbank Road
Wilmington, DE 19808
302-995-6129

Hazel D. Plant Women's Treatment Facility (HDPWTF)
620 Baylor Boulevard
New Castle, DE 19720
302-777-6800

Central Violation of Probation Center (CVOP)
875 Smyrna Landing Road
Smyrna, DE 19977
302-659-6100

Morris Community Correction Center (MCCC)
300 Water Street
Dover, DE 19901
302-739-4758

DOC Facility Contacts

**Sussex Community Correction Center (SCCC)
(Sussex Violation of Probation Center/Sussex Work Release Center)
23207 DuPont Blvd.
Georgetown, DE 19947
302-856-5790**

**New Castle Probation and Parole
26 Parkway Circle
New Castle, DE 19720
302-323-6050**

**Northern New Castle County Probation and Parole
314 Cherry Lane
New Castle, DE 19720
302-577-3443**

**Dover Probation and Parole
511 Maple Parkway
Dover, DE 19901
302-739-5387**

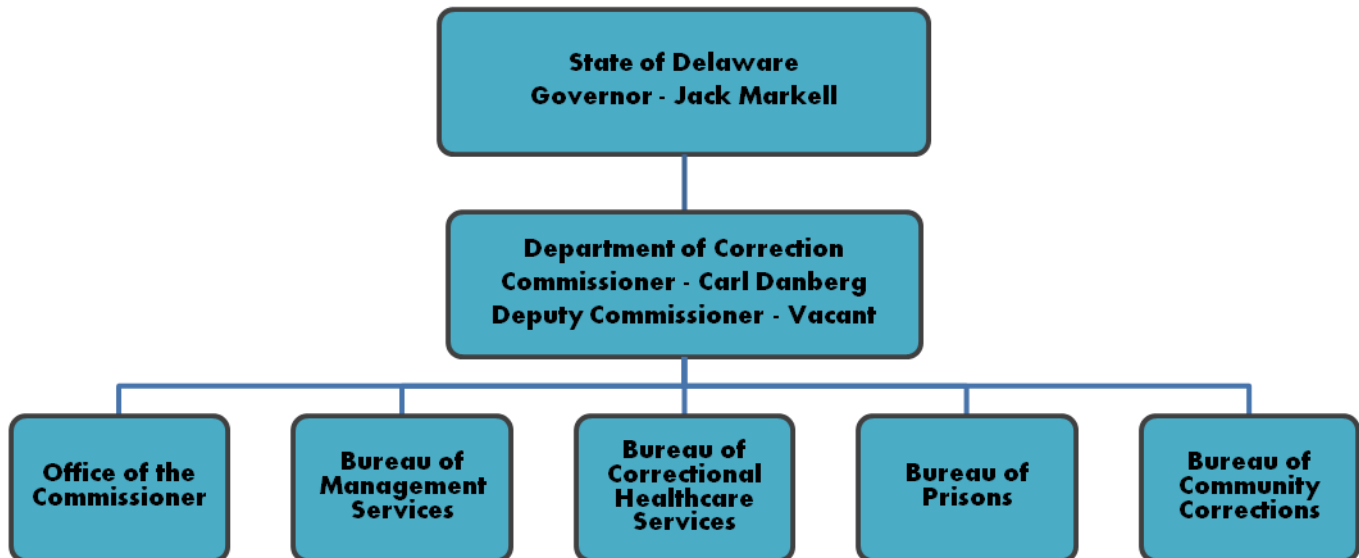
**Georgetown Probation and Parole
546 South Bedford Street
Georgetown, DE 19947
302-856-5243**

**Georgetown Day Reporting Center
22883 DuPont Blvd.
Georgetown, DE 19947
302-8546994**

**Seaford Probation and Parole
350 Virginia Avenue
Seaford, DE 19973
302-628-2016**

**Central Administration Building
245 McKee Road
Dover, DE 19904
302-739-5601**

Department Organizational Structure



- The Department of Correction consists of the Office of the Commissioner and four bureaus: Management Services, Correctional Healthcare Services, Prisons and Community Corrections.
- The Department collaborates with agencies, as well as advisory boards, in support of our public safety mission.
- Delaware has a unified correctional system which manages offenders from pre-trial status through incarceration and community supervision.
- The Department supervises approximately 5,550 offenders in prison, 1,000 offenders in community correction centers and about 16,000 probationers in the community and has a staff complement of 2,567 employees (as of June 30, 2011) with a Department budget of \$254.7 million.

Office of the Commissioner

The Office of the Commissioner provides leadership, policy direction, moral guidance, monitoring of operations and support for ongoing activities related to the Department's mission and top priorities.

The Office of the Commissioner directs:
Human Resources/Employee Development Center,
Internal Affairs, Media/Community Relations, and Planning

Office of the Commissioner
Community Relations - Gail Stallings-Minor
Internal Affairs - Ron Drake
Media Relations - John Painter
Planning - Michael Records

**Human Resources/Employee
Development Center**
Director - Janet Durkee



Jim Welch, Kim Wheatley, Mike DeLoy,
Commissioner Carl Danberg, Janet Durkee and Karl Hines

Office of the Commissioner

Human Resources (HR)

HR is responsible for recruitment and selection of staff, personnel transactions, pay and benefits, position management and classification, labor relations, employee grievances, performance evaluation, employee drug testing, discipline and equal employment opportunity enforcement. On a daily basis, HR staff supports management and employees by providing guidance and training.



Janet Durkee, Director
Human Resources/Employee Development Center

During the past year, significant accomplishments of this unit include:

HR processed 7,702 applications in FY 2012 for those seeking first time employment, promotions and transfers.

- HR processed 4,312 personnel, pay and benefit transactions in FY 2012.
- There were 202 new hires during the FY, 145 of them Correctional Officers.
- Through targeted retention efforts, the turnover rate for Correctional Officer was reduced from 7.8 percent in FY 2010, to 5.3 percent in FY 2011 and 5.1 percent in FY 2012.
- With new on-line courses to supplement our classroom instruction, we were able to deliver training to 3,162 attendees. Employees were trained in sexual harassment prevention, diversity, performance planning, disciplinary actions, grievance process, disability and worker's compensation programs and the Family Medical Leave Act (FMLA).
- Published the employee recognition newsletter "The Guardian" and the Human Resources newsletter "DOC Matters."
- Conducted site specific surveys throughout the Department regarding diversity, improving the work environment at individual locations and training effectiveness.
- As part of our efforts to improve relations between employees and management, HR staff visited facilities to provide opportunities for employees to give input on how to improve the work environment, employee relations and diversity issues. HR staff consulted with management on findings and ways for them to sustain engagement.

Office of the Commissioner

Employee Development Center (EDC)



CEIT Classroom Training

The EDC is responsible for providing and coordinating all Department-wide initial training, requalifications, program development and assistance to facilities in the development of in-house training efforts and curricula. EDC is also responsible for the Department's Employee Assistance Program.

The past year is highlighted by the following accomplishments:

NEW STAFF/CEIT/BOTC TRAINING	
Correctional Officer Initial Training (CEIT)	120
Teachers	7
Counselors	1
Probation/Parole Basic Officer Training Course (BOTC)	21
Other	5

REFRESHER ACTIVITY	
Annual	1,610
Suicide Prevention	2,216
Quick Response Team (QRT)	390
Defensive Tactics/ Baton	287
TAC House (Tactical Training)	310

OTHER TRAINING HIGHLIGHTS	
Working with Female Offenders	136
700 MHz Radio/Console	1,202
Emergency Preparedness Basic	117
Emergency Preparedness Command Level	11

Bureau of Management Services

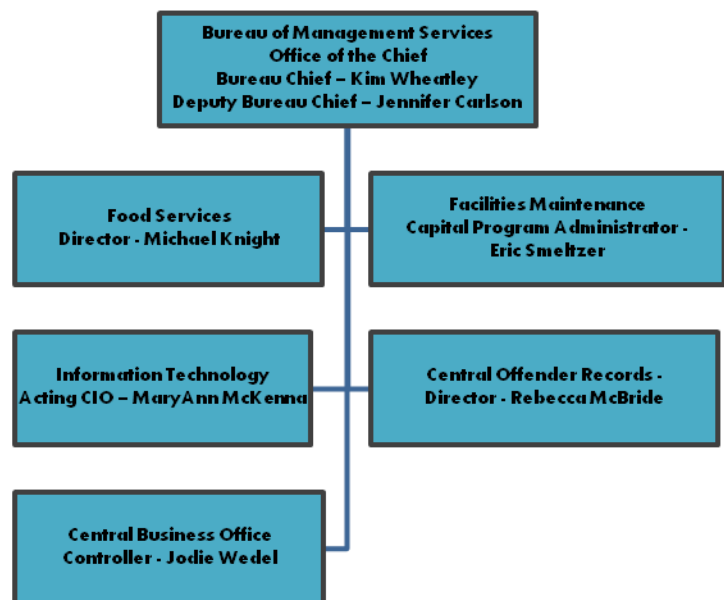


BMS Leadership Team
(back row left to right) Rebecca McBride, Michael Knight, Eric Smeltzer, Mary Ann McKenna, (front row left to right) Jodie Wedel, Kim Wheatley & Jennifer Carlson

The mission of the Bureau of Management Services is to provide support services to all units of the Department by providing effective and efficient budget and fiscal management; contracting and procurement; information technology services; food services; facilities maintenance and construction; warehouse storage and distribution; fleet services; and, centralized offender records.

Significant accomplishments for the past year include:

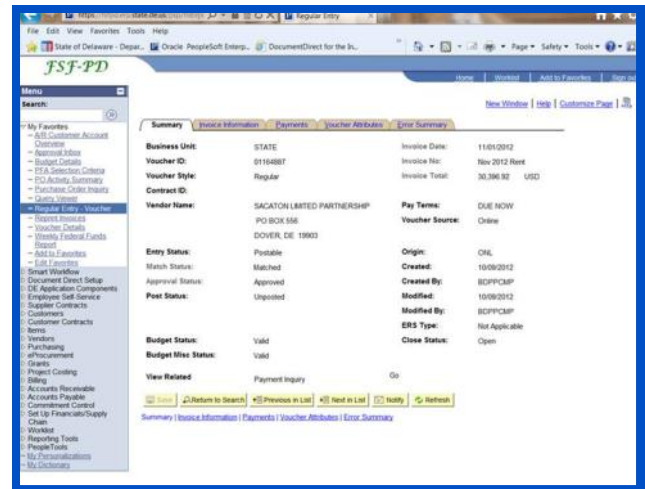
- Participated in the Department of Technology and Information's (DTI) consolidation review and assessment. The Department is currently in the assessment phase of this project. Upon completion of the assessment, DTI will provide the Department a recommendation regarding possible consolidation.
- Initiated a pilot food composting program at BWCI. This facility collects food waste from the kitchen to be utilized for compost creation. Given the success of this pilot, the Department is expanding this program to other kitchen locations.
- The Department's energy service company (NORESCO) has begun energy modifications at three department sites: James T. Vaughn Correctional Center, Howard R. Young Correctional Institution and Sussex Correctional Institution. Energy saving measures identified are expected to reduce energy costs through the upgrade of aging building systems, including HVAC, Lighting and Plumbing.



Bureau of Management Services

Central Business Office

This unit is responsible for the Department's financial functions and related operations, including payroll processing, accounts payable and receivable, grant management, budget preparation, fiscal year close-out and start-up, Procurement Card (Pcard) management, vendor financial tracking, contracting and procurement, department-wide mail/courier services and fleet management.



During the past year, significant accomplishments of this unit include:

- Developed and conducted Purchase Order training for Department fiscal staff responsible for purchasing. This effort improved the knowledge of policies and procedures to ensure compliance with the Delaware Code.
- Coordinated the consolidation of copiers and printers at several Department sites, which resulted in toner and energy efficiency.
- Implemented the wireless reimbursement pilot program, which provides employees who are required to carry a mobile device with the opportunity to use their personal device for work purposes and receive a reimbursement that is less than the cost to the State to furnish an equivalent device.
- Implemented policies and procedure to ensure Department-wide adherence to the Department's Maximum Hours Worked Policy.

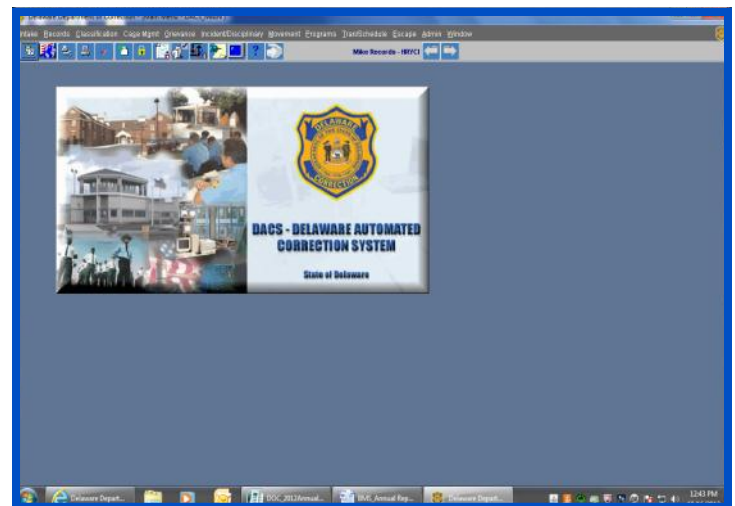
Bureau of Management Services

Central Offender Records (COR)

This unit manages and maintains all inactive institutional and probation/parole offender records, as well as the active legal section of an offender's case files. COR has overall responsibility for all legal aspects of offenders from date of incarceration to release, as well as monitoring sex offender registration and victim notifications for the Department as required by the Delaware Code. COR serves as a centralized source of offender information.

During the past year, significant accomplishments of this unit include:

- Implemented the Document Triage component within the Automated Sentence Calculation (ASC) module in the Delaware Automated Correction System (DACS). This new component permits documents to be scanned and attached to the offender's record which results in a consolidated electronic record.
- Developed Caseload Work List component in DACS to assign, track and monitor the management of documents to reduce errors in the processing of offender records.
- Established a new Level IV Agreement to Return Policy that provides for a coordinated system that monitors extradited offenders with remaining Level IV sentences to ensure their return to Department custody upon release from a detaining agency.
- Identified requirements for the Release Clearance module, which is the last phase of migration for ASC within DACS.



Bureau of Management Services

Information Technology (IT)

This unit manages all aspects of delivering technology resources to the Department, and enhances functions through automation. IT partners with the Department of Technology and Information (DTI) for core technology requirements, such as electronic mail, offender telephone systems and housing for the infrastructure for the Department's primary application.

During the past year, significant accomplishments of this unit include:

- Implemented the Classification module in DACS at all Level V institutions. This module automates the offender risk assessment function and point based classification.
- Established the Programs module at HRYCI. The Programs module tracks offender program participation and work hours, which provides efficiency for good time calculation and payroll.
- Developed reports which provide statistical data that allow the Department to respond to national surveys.
- Implemented computer power management settings at various facilities within the Department, with Level V implementation to occur in Fiscal Year 2013. The power management program reduces the amount of energy utilized by personal computers while not in use.



Bureau of Management Services

Food Services/Central Supply Warehouse

This unit prepares more than 8 million meals annually for offenders in all of the Department's facilities, and ensures proper and safe food handling by all employees. The unit provides meals which meet state and federal requirements ensuring well-balanced meals while working with the medical unit to address the special dietary and therapeutic food needs of offenders. The Central Supply Warehouse is responsible for delivering a variety of food service supplies, goods, materials and/or equipment, ensuring that items are distributed to all facilities in a timely and efficient manner.



Offenders in the kitchen at
James T. Vaughn Correctional Center

During the past year, significant accomplishments of this unit include:

- Maintained regular and therapeutic diets that comply with heart healthy standards for offenders, which reduced sodium, cholesterol and fat intakes and provided meals which are high in fiber.
- Complied with Child Nutrition program requirements; this program provides reimbursement for providing nutritionally compliant components to all offenders who are under 21 years of age and meet the established criteria.
- Established a new vegetarian Religious Diet Program to provide meals in accordance with the various faiths of offenders housed within our facilities.
- Delivered over \$7.5 million worth of food and supplies to statewide facilities, driving 12,000 accident-free miles.

Bureau of Management Services

Facilities Maintenance

This unit is responsible for maintaining all of the Department's facilities, as well as some leased space. The unit participates in the design process and construction administration of all newly constructed facilities and minor capital improvements. Maintenance staff is versed in a wide range of technologies and areas of expertise in maintaining our facilities, which range in age from new to approximately 80 years old.

During the past year, significant accomplishments of this unit include:

- Completed more than 18,900 work orders to ensure ongoing operations of all Department facilities.
- Oversaw the beginning stages of construction for the new Howard R. Young Correctional Institution (HRYCI) kitchen. The new kitchen is approximately 25,000 square feet and will allow for more efficient meal preparation.
- Oversaw Phase V of the HRYCI Masonry project, which consisted of rebuilding the masonry walls and storefronts of 11 outdoor courtyards.
- Oversaw the construction of the roof plank stabilization project at the Sussex Correctional Institution (SCI) Educational Section of the Closed Custody Building.
- Oversaw roof repairs and replacements statewide. Currently all minor roof replacements at JTVCC and SCI are completed. The replacement of the SCI Boot Camp Roof is to be completed in October 2012.



Checking tool inventory

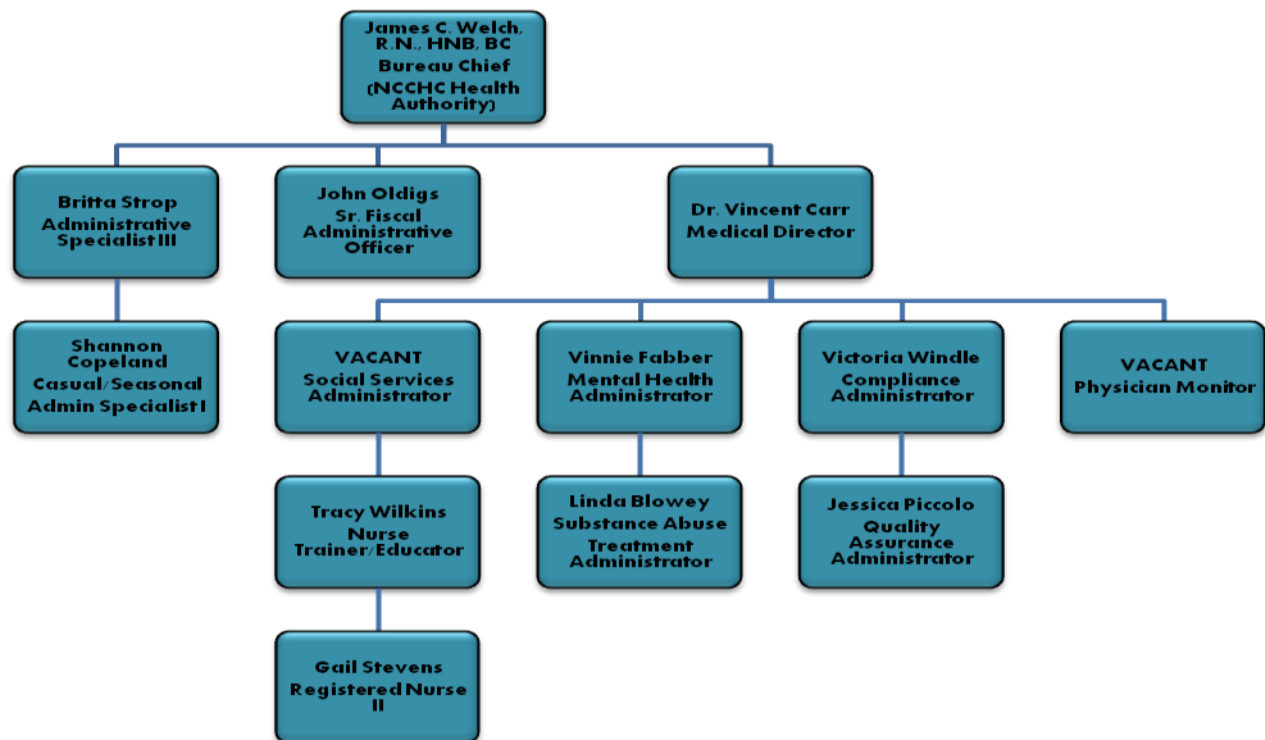
Bureau of Correctional Healthcare Services



Bureau of Correctional Healthcare Services
(Back Row) Britta Strop, John Oldigs, Shannon Copeland, Jessica Piccolo, Victoria Windle,
Tracy Wilkins, Dr. Vincent Carr (Seated) Vinnie Fabber, Jim Welch (Bureau Chief),
Linda Blowey, Gail Stevens

The Bureau of Correctional Healthcare Services (BCHS) is charged with maintaining and continuously improving the health status of the offender population while providing a safe working and living environment for offenders and staff. The Bureau's function is to provide oversight of the physical and mental health and substance abuse services available to the offender population within the custody of the Department of Correction and to ensure National Commission on Correctional Health Care (NCCHC) standards are maintained.

Bureau of Correctional Healthcare Services



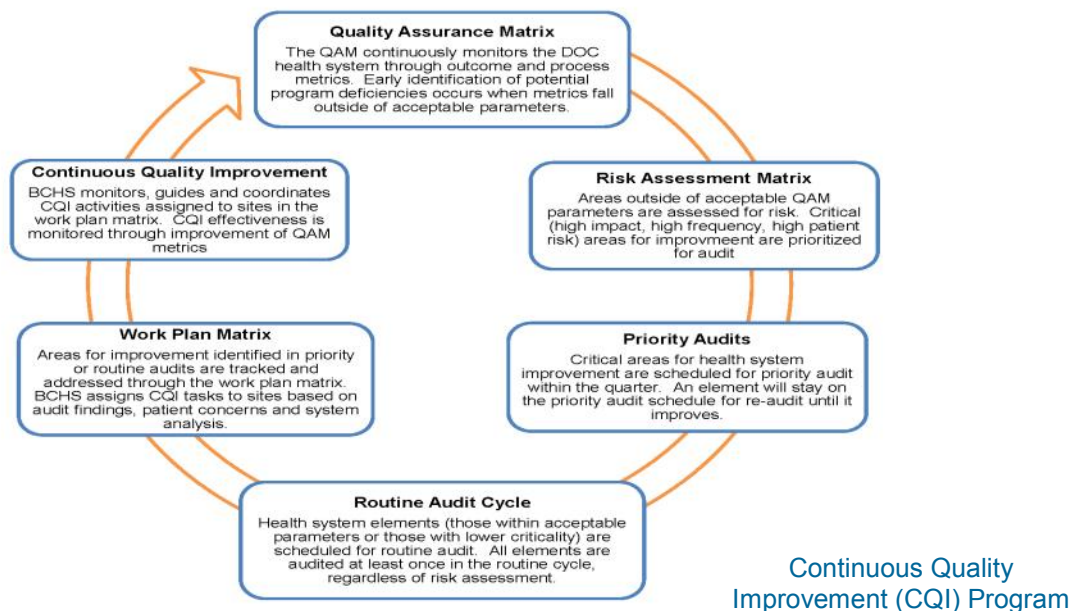
Significant accomplishments for the past year include:

Medical

Maintained NCCHC accreditation for 100 percent of DOC facilities.

- Developed and successfully implemented a more detailed discharge plan. The departmental contractual vendors have implemented this plan statewide and the quality of discharge planning with chronic care patients has improved, ensuring better continuity of care.
- Continued to partner with the medical and mental health contractors to ensure that all eligible offenders on medications receive a 30 day supply of his or her prescribed medications upon release.
- BCHS Nurse Educator acted in the role of liaison for the HIV Peer Educator groups at each facility, providing guidance to the offender population and providing resources necessary for self education.
- Grew physician assistant clinical training program and developed a social work intern program in collaboration with local universities. Participated in training future correctional medicine clinicians in patient empathy and trauma-informed care.

Bureau of Correctional Healthcare Services



Medical - Continued

- Developed Risk Management tool to prioritize critical elements of the Department's health system and to focus Department resources on high yield improvements, and enhance public safety.
- Continued the RN/LPN intern, and a social work intern programs in collaboration with local colleges and universities.
- Modified the logistical workflow at several of the facilities in order to improve efficiency of healthcare services including medication administration as well as health assessment evaluations.
- Implemented a Registered Nurse position responsible for transitional case management. This position is responsible for interviewing offenders pre-release, providing referrals for community resources, and monitoring reentry into the community through continued client contact.
- Reorganized grievance and patient complaint/patient advocate concern system to track health concerns, address them in a timely manner, and use feedback to improve the health system.
- Provided influenza immunizations to offenders and Department employees statewide.
- Provided Hepatitis A and B immunizations to correctional officers statewide in partnership with the Division of Public Health.

Bureau of Correctional Healthcare Services

Mental Health

- Developed a Mental Health Awareness Program that will be implemented for all new CEIT classes in order to educate staff working with mental health offenders.
- Implemented a transition plan procedure recognized by both the court system and the Delaware Psychiatric Center.
- Maintained constant communication with the Delaware Psychiatric Center to provide the best care possible for clients. Communication includes, but is not limited to: crisis conference calls, routine updates, consultations, and clinical site visits as needed.
- Cooperated with the Individual Assessment, Discharge and Planning Team (IADAPT) to work together in a concentrated effort to improve discharge planning.
- Implemented a system whereby the mental health courts communicate with the receiving facility to provide information regarding an offender's medication upon intake.
- Created a tracking system that monitors response to court-ordered comprehensive mental health evaluation upon intake. This process ensures that evaluations are completed timely, recommendations for treatment are made, and programming opportunities are identified.

Substance Abuse

- Selected an evidence-based, externally validated tool to assess all patients at intake for potential substance abuse issues.
- Ensured consistency of treatment, as well as consistency of sanctions and application of sanctions across the system through monitoring and oversight of the program.
- Developed a monthly system of reporting the number of available beds and the number of offenders waiting to enter substance abuse programs to the Courts.
- Created a Methadone Policy for detainees who receive Methadone treatment services in the community.
- Implemented a checklist system in an effort to monitor Phase completion for offenders enrolled in Crest programs.

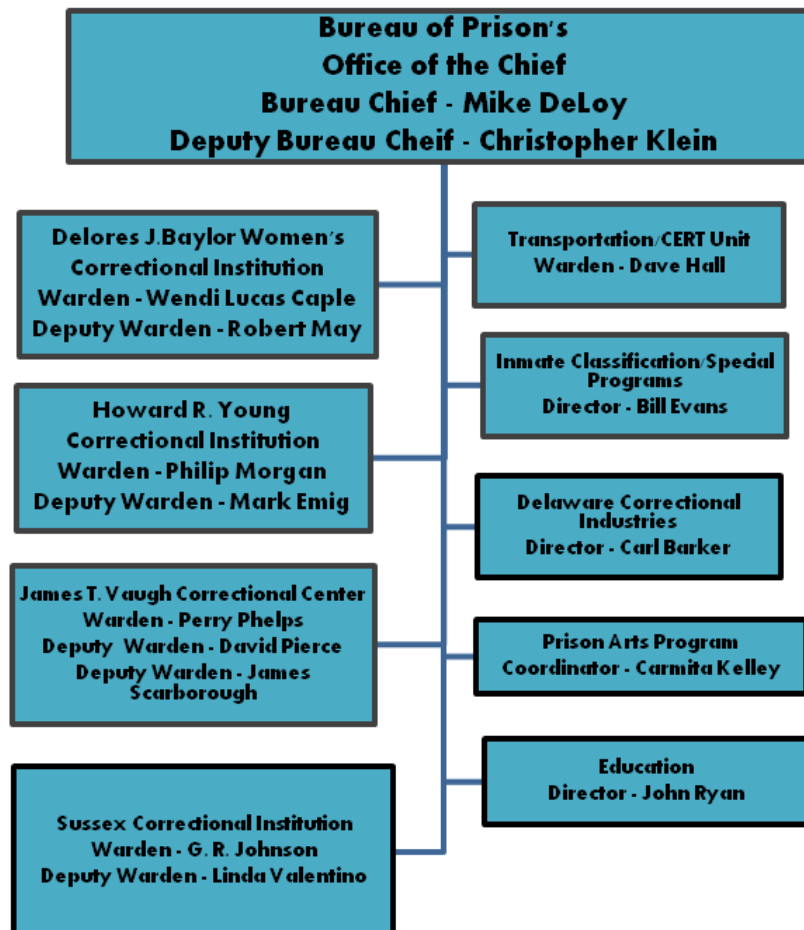
Bureau of Prisons

Delaware's prisons (Level V institutions) include James T. Vaughn Correctional Center (JTVCC) in Smyrna, Sussex Correctional Institution (SCI) in Georgetown, Delores J. Baylor Women's Correctional Institution (BWCI) in New Castle, and Howard R. Young Correctional Institution (HRYCI) in Wilmington.

The Bureau is also responsible for Special Operations [Correctional Emergency Response Team (CERT)], K-9, Transportation, and Facility Inspections), Delaware Correctional Industries (DCI), Prison Arts, and Prison Education.



BOP Leadership Team
Christopher Klein and Mike DeLoy



Bureau of Prisons

Significant accomplishments for the past year include:

- A newly installed 700 MHz communications system greatly enhances communication capabilities within all prison facilities and, for the first time, provides a direct connection to emergency responders statewide. This system provides direct communication among all DOC facilities, as well as to outside first responders, and enhances our ability to provide a safe environment for day to day operations. Implementation of this communications system was a collaboration by the Department, and the Department of Safety and Homeland Security.



Pictured (left to right): Warden Wendi Caple, BWCI, Warden Dave Hall, SOG, and Bureau Chief Mike DeLoy

- BARK (Baylor's Assisted Re-socialization for K-9s) is an eight week program where selected inmate trainers work with dogs from the Kent County SPCA and a professional dog trainer so the animals become more social and learn basic obedience skills in order to improve their chances for adoption. In turn, the dogs bring a new sense of social responsibility and optimism to their inmate care givers.

A female offender works with one of the BARK animals



- PAWS for a Cause program began at SCI and was designed to provide rescue dogs with basic canine good citizenship training in an effort to make them more adoptable to the community. Inmate teams, two handlers in each, have been carefully selected and placed with one rescue dog per team. To date, there are eight handlers and four canines in the program. As the program develops, the hope is to train dogs to serve as companion dogs for veterans returning from service.

Bureau of Prisons

- HRYCI has continued to build upon the achievements they have already reached with educational programming inside the institution by offering new opportunities for English as a Second Language (ESL) students. Volunteers teach ESL on the outside, and cannot move at the rate these groups have done. It is believed this program starts to promote cross-cultural interactions within the pod. The volunteers continue to be encouraged and have offered to do ESL evening classes to expand the program and to offer a Spanish class for those offenders in the HS Diploma program to meet the mandates requirement in 2014.
- In support of the Judicial Branch Court calendars, the Special Operations Group conducted 42,605 offender transports to various state courts. This volume of activity represents an increase of 6,330 transports over FY 2011 levels.
- In addition, BOP operates 12 videophones within its institutions. FY 2012 videophone usage totaled 23,160 sessions. As a result of this technology 35 percent of our court encounters resulted in not having to transport offenders outside the confines of secure facilities, thus increasing public safety to Delaware citizens.



Governor Markell addresses a class at HRYCI

- This past year in our efforts to prevent barriers to re-entering offenders, the facilities were successful in establishing a process to allow for state issued ID cards to be verified and issued through the use of the DMV Mobile ID unit. The I-ADAPT team working with the DMV was able to successfully bring the much needed service of providing IDs to our offender population to be distributed prior to release.

Bureau of Prisons

- For the past 15 years, since inception in 1997, 2,389 offenders have enrolled in the Boot Camp program. Of those who have enrolled, 1,985 successfully completed giving the program an 83 percent completion rate. Some other statistics from the Boot Camp are as follows:
 - 103 cadets received their high school diploma.
 - 213 cadets earned 3 college credits from Delaware State University.
 - 423 cadets earned a GED.
 - Dozens others received a Certificate of Attainment which puts him/her one step closer to earning his/her GED.
- On April 3, 2012, Ms. Becky Wingate, a volunteer for the Employer Support of the Guard and Reserve, presented Sussex Boot Camp and Commander Hennessey with an award for "Patriotic Employer." This was due to the Boot Camp's support and the community service manpower provided by the Boot Camp to the local National Guard and Reserve facilities. The award was presented during the graduation ceremony for the 81st platoon. to have graduated Sussex Boot Camp.

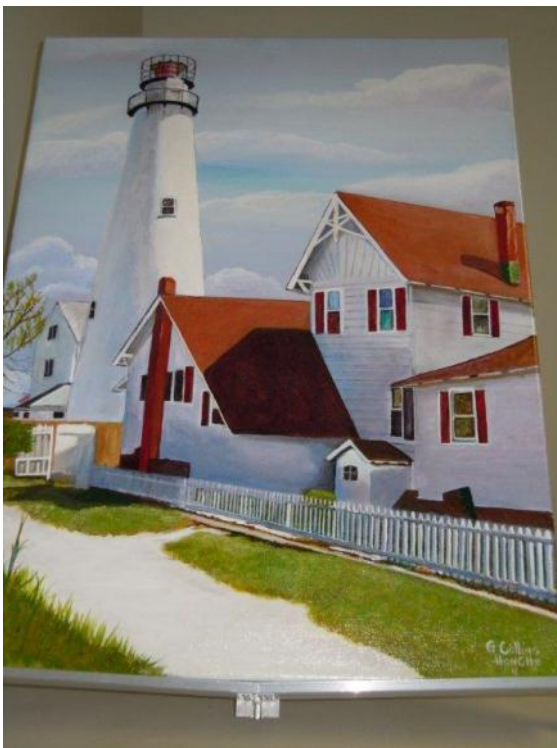


Ms. Becky Wingate presenting certificate to Major Hennessey

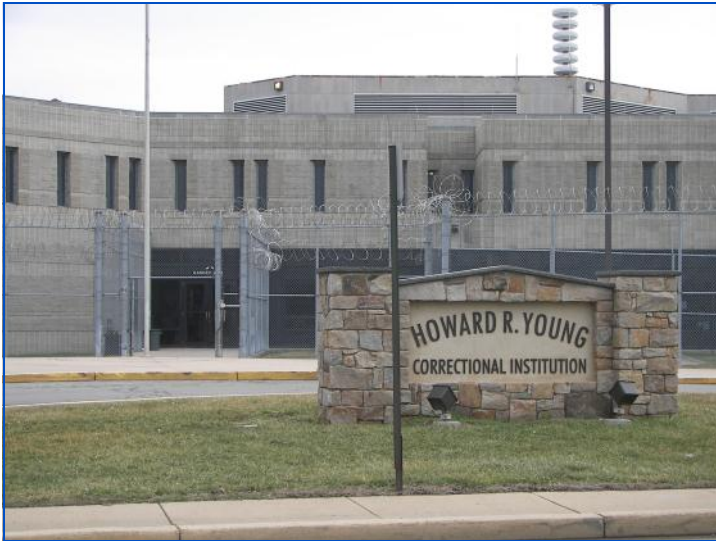
Bureau of Prisons

- Prison Arts classes offered at JTVCC serve approximately 120 to 160 offenders annually. In FY 2012, nine shows were attended. Total sales were \$2,755 which goes back to support the program. Fifty-three pieces of art work were sold from a stored collection of approximately 250 pieces.

Selected examples from the Prison Arts Program



Bureau of Prisons - Facilities



Howard R. Young
Correctional Institution

Opened: 1982

Operating Capacity: 1,180



Delores J. Baylor Women's
Correctional Institution

Opened: 1991

Operating Capacity: 320

James T. Vaughn
Correctional Center

Opened: 1971

Operating Capacity: 2,601

Sussex Correctional
Institution

Opened: 1931

Operating Capacity: 1,149



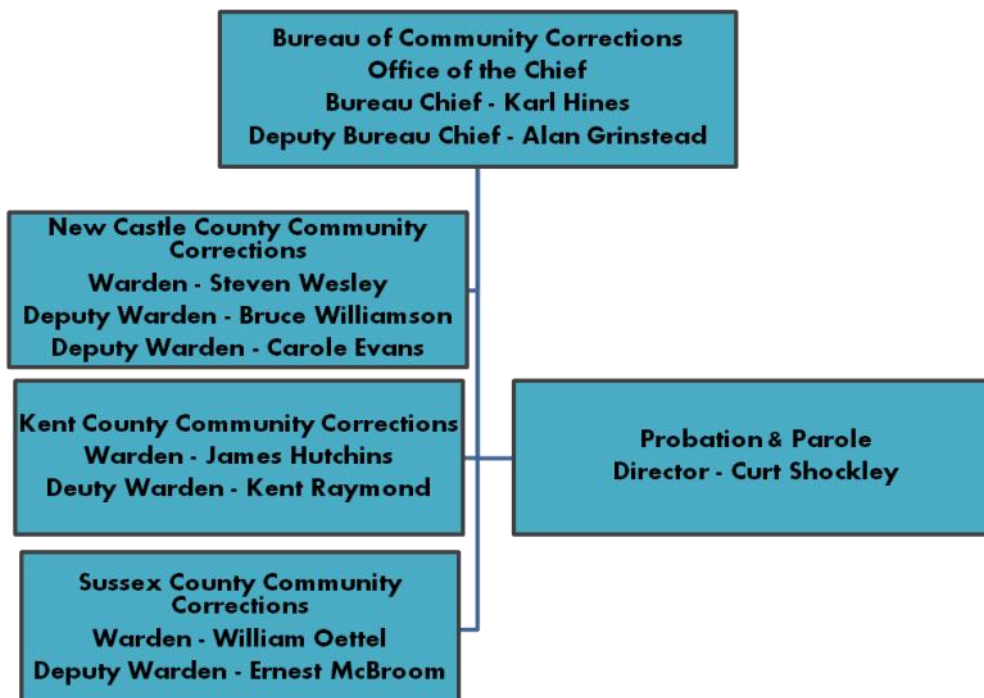
Bureau of Community Corrections



BCC Leadership Team
Alan Grinstead & Karl Hines

The mission of the Bureau of Community Corrections is to protect the public by supervising adult offenders assigned to the Bureau through safe and humane services, programs and facilities. To promote long term public safety through programs of rehabilitation for offenders that promote self-sufficient, law abiding behavior and provide a range of correctional programs necessary to meet the needs of both society and the

individual while enforcing court ordered sanctions in the least restrictive environment consistent with public safety. These goals are accomplished while supervising offenders in seven Level IV facilities and within the community.



Bureau of Community Corrections

PROBATION AND PAROLE (P&P)

Probation and Parole is responsible for supervising approximately 16,000 individuals under Levels I-III and Level IV Home Confinement. P&P has employees in 7 office locations, plus intake staff that are located in the Courthouse of each County.

During the past year, significant accomplishments of this unit include:

- Probation and Parole continues to play an instrumental role in the reentry of offenders from incarceration to the community. Officers in each County are assigned to work with the statewide IADAPT program to assist in ensuring that re-entry services for offenders are being identified and met. Officers are also participating in the grant-funded Reentry Court Program that operates in New Castle County.
- The Governor's Task Force and Operation Safe Streets programs, which teams probation officers with police officers to assist in monitoring high risk offenders, continues to operate and provides enhanced supervision to high risk offenders. Collaborating agencies include the Delaware State Police, New Castle County Police, City of Wilmington Police and City of Dover Police.
- Probation and Parole expanded its presence in Wilmington's Safe Streets Program and are participating in Operation Pressure Point, which is designed to curtail the shootings and violence in Wilmington. There are currently four probation officers assigned to the Wilmington Operation Safe Streets program.
- Collaborated with the Division of Substance Abuse and Mental Health to provide substance abuse and dual diagnosis assessments and treatment to probationers. These assessments are completed for those offenders who have been court ordered as well as those offenders who have demonstrated a need for treatment.
- P&P's partnership with the University of Delaware on a two year research project called *Decide Your Time* concluded in 2012. This was an enhanced urinalysis project where the focus was on weekly randomized drug testing and graduated sanctions. The research from this project is currently being evaluated.

Bureau of Community Corrections

- Supervised 404 individuals using electronic monitoring devices which include radio frequency, cellular radio frequency, GPS, voice identification and Transdermal Alcohol Detection - random alcohol monitoring. By law, GPS supervision includes all Tier 3 sex offenders under probation supervision. The electronic monitoring unit operates its own Monitoring Center responsible for supporting the supervision of those under supervision 24 hours a day and 7 days a week. With the passage of the new DUI law the use of Transdermal Alcohol monitoring is expected to continue to grow.
- Supervised specialized caseloads consisting of Sex Offenders, Domestic Violence, CREST Aftercare, Mental Health Court and Boot Camp.
- A grant-funded Domestic Violence (DV) Warrant and Curfew Sweep Project was conducted in each county. Teams of probation officers identified DV offenders with active warrants/capias and they were targeted for investigation and apprehension attempts. There were a total of 69 warrant attempts made resulting in 10 arrests. Additionally, curfew checks were performed on identified DV offenders throughout the state to ensure their compliance. During this operation, officers performed a total of 378 curfew checks with a compliance rate of 75 percent.

Probation & Parole collects more than 400 winter clothing items



The annual P&P winter clothing drive, Operation ZiPP Up, concluded with nearly 300 coats and more than 100 additional cold-weather clothing items, such as hats, gloves, scarves and boots, being collected for disbursement to shelters, churches and charities throughout the state.

From left – Probation Officers Lauren Press, Shaun Hearn and Michele Graybeal-Hunt deliver coats and hats collected during Delaware P&P's annual 'Operation ZiPP Up' winter clothing drive to Dan Gonzalez and fellow staff members at Emmanuel Dining Room in Wilmington.

Bureau of Community Corrections

NEW CASTLE COUNTY COMMUNITY CORRECTIONS (NCCCC)

NCCCC consists of the Plummer Community Correction Center, Webb Community Correction Center and in November 2011 the Women's Work Release Treatment Facility was officially re-named the Hazel D. Plant Women's Treatment Facility.

During the past year, significant accomplishments of this unit include:

- NCCCC had 3,779 offenders complete 21,234 hours of community service. The community service hours completed equates to \$153,947 of work at minimum wage.

NCCCC Crew works on a walkway at old Riverview Cemetery



- NCCCC continues to oversee the complete caretaking of Riverview Cemetery. In addition to cutting approximately 90 acres of grass, work crews also: fill pot-holes, uncover and clear drainage, trim tree branches which are then chipped and utilized as mulch, adjust headstones as well as litter and trash collection which saved the cemetery \$50,064. The facility received Friends of Riverview Cemetery year partnership award.

- NCCCC's female road crew from Hazel D. Plant Women's Treatment Facility provides groundskeeping for the Delaware State Hospital as well as the Division of Communication.



NCCCC Work Crew clearing out an alley in the community

Bureau of Community Corrections

- NCCC has initiated the following projects and programs at the Hazel D. Plant Women's Treatment Facility:
 - Created a Mother's Visiting Room to help in offender re-entry.
 - Partnered with Delaware State University to develop a garden that was planted and maintained by offenders.
 - Developed a healthy nutrition program where offenders are educated about healthy eating and preparation.
 - Started a monthly lecture series which brings in speakers from diverse backgrounds to talk to the offenders. The first speaker was Mrs. Markell, the Governor's wife. Other speakers have included Dr. Carroll Henderson from University of Delaware, former offenders and various other community leaders.
- NCCC's Inside-Out college program (associated with the University of Delaware) continues to operate at the Hazel D. Plant Women's Treatment Facility.
- NCCCC in partnership with local churches has donated:
 - Thanksgiving baskets to 25 families,
 - Christmas toys and assistance to three needy families, and
 - Continues to provide a yearly book bag giveaway.
- NCCCC has repurposed the old CREST house at Plummer Community Correction Center (Market Street Building) and added cameras in order to provide treatment and training rooms.
- NCCCC's road crew continues to partner with the following organizations and agencies:
 - Delaware Department of Transportation
 - City of New Castle
 - Cerebral Palsy Camp
 - Wilmington and Hockessin Libraries
 - Hicks Community Center
 - Newark Parks and Recreation
 - Brandywine Cemetery
 - Various community civic associations



Inmate choir performing at the Hazel D. Plant Women's Treatment Facility renaming ceremony

Bureau of Community Corrections

KENT COUNTY COMMUNITY CORRECTION (KCCC)

KCCC consists of the Central Violation of Probation Center (CVOP) in Smyrna and the Morris Community Correction Center (MCCC) located in Dover.

CVOP:

CVOP is home to the primary phases of treatment of the CREST therapeutic substance abuse treatment program. Although behaviorally driven, offenders can expect to spend approximately four months at CVOP participating in Orientation, Phase 1, and Phase 2 of the CREST Program. Upon successful completion of these primary phases of treatment, offenders are then transferred to one of the three work release facilities for the work release phase of treatment (Phase 3). Typically, offenders are placed in a work release center located within the county in which they intend to reside upon release. CVOP also houses VOP offenders – offenders that are sentenced directly to Level IV for technical violations of probation. These offenders are generally assigned to a work detail on one of the six community work project crews under correctional officer supervision. These work crews provide services to more than 25 various state agencies and numerous nonprofit organizations.

MCCC:

MCCC houses offenders participating in the work release phase of treatment in the CREST Program (Phase 3), in addition to offenders committed by the Court, or classified by the Department to a term at Level IV work release.

Significant Accomplishments

- In collaboration with Polytech Adult Education, CVOP offers an educational program that helps prepare offenders to take the official GED Test. For each eight-week course, residents receive 60 hours of classroom instruction. At the end of the course, a post-test and the official practice test are administered to qualifying students. Offenders have successfully completed the eight-week course of instruction at CVOP and have continued on to receive an official GED. CVOP is currently offering its fifth eight-week course and has provided this educational opportunity to over 40 past and current residents.
- The Job Search and Preparation Class at CVOP offers instruction regarding job search techniques including assessing their own work skills, desire and needs, how to complete job applications and the many ways to look for work. Class participants also learn soft skills such as appropriate communication to obtain and maintain a job. Current and available resources are provided to participants such as the Federal Bonding Program and the Work Opportunity Tax Credit Program (WOTC). Participants are also taught employment relapse which includes how to deal with stress and frustration and how to move beyond entry-level employment. As of June 30, 2012 nine classes have been held with a total of 215 participants.

Bureau of Community Corrections

- CVOP community work projects have provided 41,498 offender hours of community service this year to complete projects for state and local governments, community service organizations and non-profit agencies throughout Delaware providing a cost savings of \$309,857.
- MCCC has continued to increase its delivery of programs offered to the offender population. Offenders are referred to outside agencies on a regular basis to pursue treatment in Mental Health, Substance Abuse and other support groups through Connections. Numerous offenders have been enrolled in the GED Program and various college courses at Delaware Tech. Efforts are underway to bring sex offender treatment and groups such as Alcoholics Anonymous into MCCC.
- This year MCCC had some significant success in finding employment for offenders even in a tough job market. Approximately 25 percent of the offenders admitted to MCCC were able to obtain employment.



Two offender work crews from CVOP spent the better part of Friday, May 4, improving the grounds of the Simon

Bureau of Community Corrections

SUSSEX COUNTY COMMUNITY CORRECTIONS (SCCC)

SCCC is comprised of the Sussex Work Release Center (SWRC) and the Sussex Violation of Probation Center (SVOP). SWRC is a co-gender unit that has been in existence since 1989. This building houses both the Work Release Crest Programs. The operating capacity is 248 offenders. The breakdown of the offender population includes 98 treatment beds, 144 work release beds, and 6 building workers. The SWRC offers a large number of programs, counseling, and assistance to the offenders. The Work Program Coordinators assist offenders in learning how to apply for jobs assist in obtaining employment in the community. Some offenders who are not employed will perform community service.

SVOP is a 250-bed co-gender unit. The capacity is 50 female and 200 male beds. SVOP began operations in September 1999. The basic premise of SVOP's operation style is as a military style work camp. The offenders rise early, 0500 hours, and lights out occur at 2100 hours. Visits by friends and family are approved based on the work ethic and behavior history of the offender while incarcerated in the SVOP program. Offenders perform community service projects while incarcerated in the program. They are not paid to work on these projects but are, if requested and if court approved, allowed to use the hours they work as payment for any court ordered work referral. SVOP houses technical probation violators, sanctions from other facilities in the state, weekenders, and offenders who are sentenced to other programs but must wait for bed space.



An offender crushes cans for the SCCC recycling program.

Significant accomplishments of this unit include:

In FY 2012, SCCC offenders:

- Performed 176,649 hours of community service for a \$1.2 million cost savings to the state.
- Completed 8,850 hours of community service through the Wood Cutting project and generated \$29,833 in revenue.
- Completed 27,237 hours of community service in the grass cutting project and another 1117 hrs conducting winter cleanup at the grass cutting sites. This project generated \$270,835 in revenue during this period.

Bureau of Community Corrections

- Performed 5,161 hours of community service while recycling shrink wrap.
- Completed 2,217 hours of community service with the other various recycling projects and \$16,962.57 in revenue was generated during FY12.
- SCCC offers a variety of vocational training for its offenders. The training occurs while offenders are performing many of the community service projects listed. At the conclusion of the offender's involvement with the program, the offender will receive a certificate of participation. The training certificate programs are in four areas:
 - Vehicle Service Center
 - Metal Fabrication & Trades Shop
 - Butcher Shop
 - Horticulture & Landscaping program with the Delaware Center for Horticulture
- SCCC operates a farm on the grounds of the complex. Food is provided to all Department facilities statewide. There were 14,841 hours of community service completed through the SCCC Farm.



Offenders work on the farm grounds at SCCC.

Bureau of Community Corrections Facilities



Northern New Castle
County Probation and
Parole
Supervises SENTAC Levels
I - IV



New Castle Probation and
Parole
Supervises SENTAC Levels
II - III



Dover Probation and
Parole
Supervises SENTAC Levels
I - IV

Georgetown Probation
and Parole
Supervises SENTAC Levels
II - III

Seaford Probation and
Parole
Supervises SENTAC Levels
II - III

Georgetown Day
Reporting Center
Supervises SENTAC Level
IV



Bureau of Community Corrections Facilities



John L. Webb Community
Correction Center
Opened: 1932
Operating Capacity: 109



Hazel D. Plant Women's
Treatment Facility
Opened: 2006
Operating Capacity: 96



Plummer Community
Correction Center
Opened: 1972
Operating Capacity: 246



Central Violation of
Probation Center
Opened: 2000
Operating Capacity: 250

Morris Community
Correction Center
Renovated/Reopened as a
Work Release Center: 1999
Operating Capacity: 150

Sussex Violation of
Probation Center
Opened: 1999
Operating Capacity: 250



Sussex Work Release Center
Opened: 1989
Operating Capacity: 248



Offender Programs



First lady Carla Markell speaks with offenders at Hazel D. Plant Women's Treatment Facility

Prison Adult Education

The Department of Education (DOE) is responsible for Prison Adult Education.

Offenders may earn Certificates of Educational Attainment (CEA) and enroll in courses offered through Delaware State University or the Annenberg/Corporation for Public Broadcasting tele-courses.

The following educational programs are offered:

- Adult Basic Education (ABE)
- General Educational Development (GED)
- High School Diploma (offered through James H. Groves)
- Postsecondary education
- Life Skills
- English as a second language
- Vocational skills in computers, masonry, culinary arts, network wiring, plumbing and HVAC

Offender Programs

Level 5 Innovations

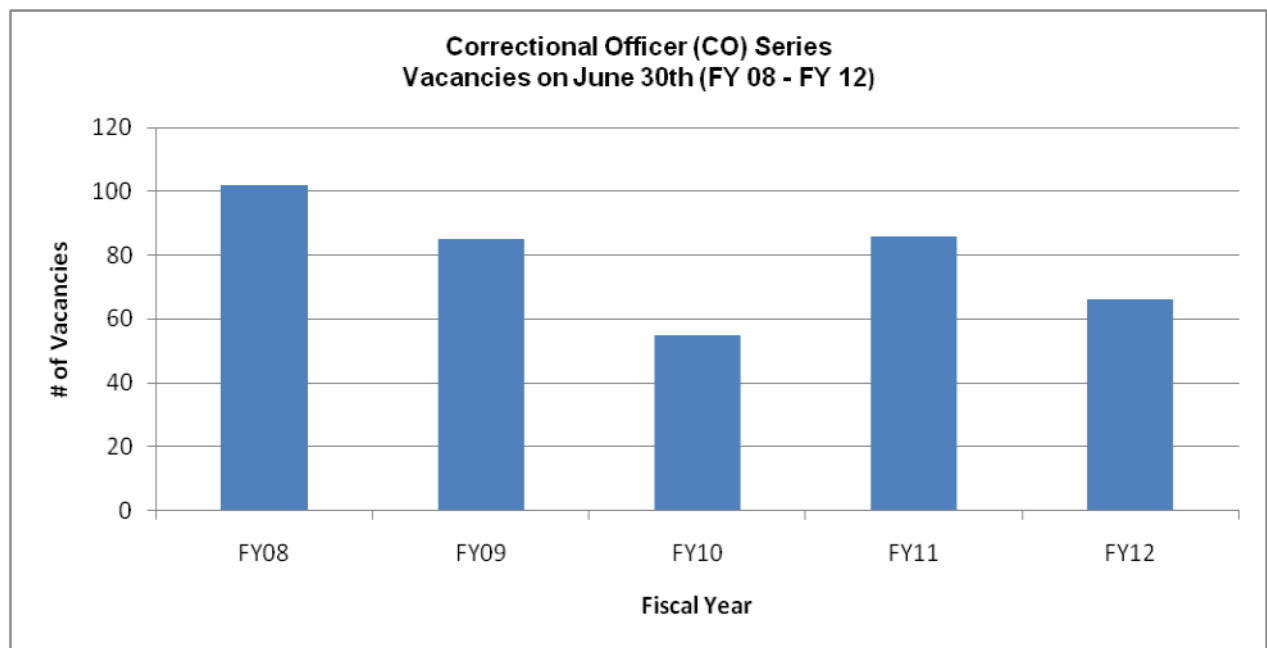
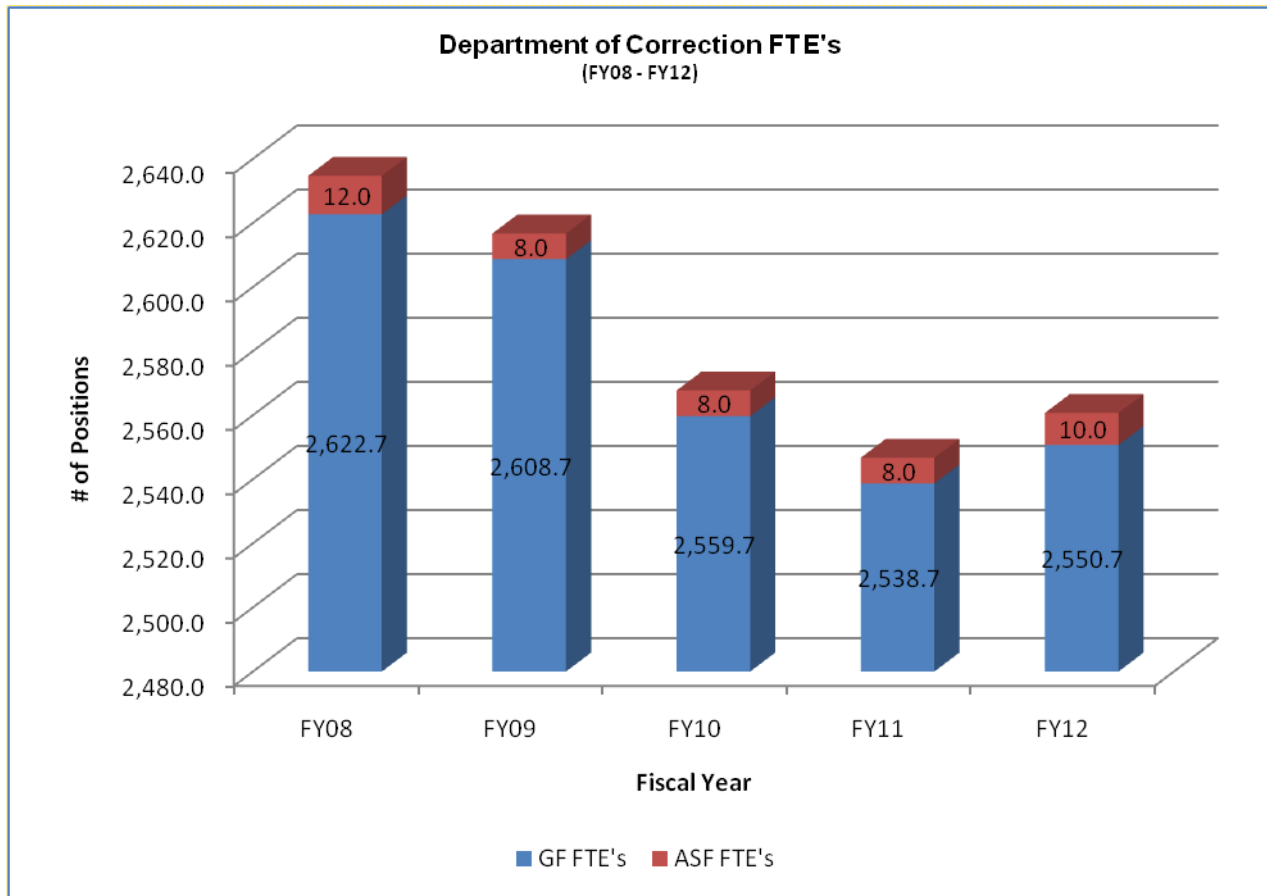
- **Howard R. Young Correctional Institution** — The HRYCI Boarding School continues to provide a minimum of 10 additional hours of instruction a week to participants through the use of offender tutors and community volunteers. Pod tutors under the direction of the Prison Education Program Coordinator reinforce math, reading and writing skills in order to accelerate ABE, GED and high school diploma completions. This unique coordination of volunteer, DOC, and DOE efforts has resulted in higher GED attainment and increased educational functioning level gains.
- **Delores J. Baylor Women's Correctional Institution** — Through the efforts of DOE and the Department, Baylor students are able to participate in community events that reinforce their academics. Through the Culinary Arts Program, the ladies have worked with the Delaware Horticultural Society to learn how to grow their own vegetables and flowers for use in their recipes and their table settings. The Baylor Team has also won prizes for their garden within the Baylor walls.
- **James T. Vaughn Correctional Center** — Prison Education/Life Skills with assistance from JTVCC Treatment Services coordinated a Job Fair where offenders preparing for release met with community resources to support successful reentry. Guests at the Job Fair included: five employers; four state agencies; three community based agencies/organizations; and three training providers.

Level 4 - Probation and Parole

- A pilot project providing academic instruction to offenders at the Plummer Center, the Women's Treatment Facility, and Central VOP Center combined the efforts of Probation and Parole staff with the community Adult Basic Education providers. New Start, Polytech and West End provided services to 86 offenders residing in Level 4 facilities. Of these students, 28 attained Certificates of Attainments; 1 passed the GED; 1 passed the OPT; and 5 continued their studies at community ABE programs.

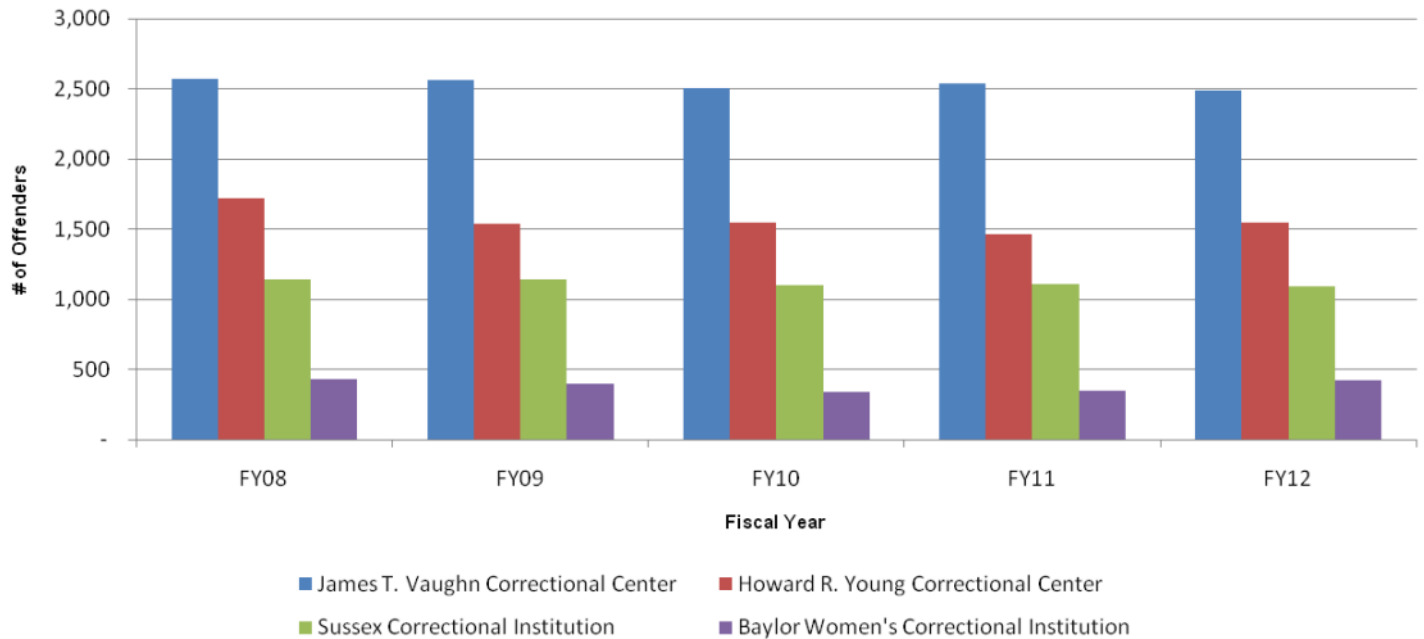
Programs Offered	
Number tested to determine educational needs	2,483
Number enrolled in Academics, Vocation and Life Skills	2,483
Number of College Courses completed	94
Number of GEDs earned	199
Number of HS Diplomas earned	50
Number of Certificate of Attainments	1,192
Number of Vocation Certificates	613
Number of Life Skills completed	325

Department Staff & Vacancies

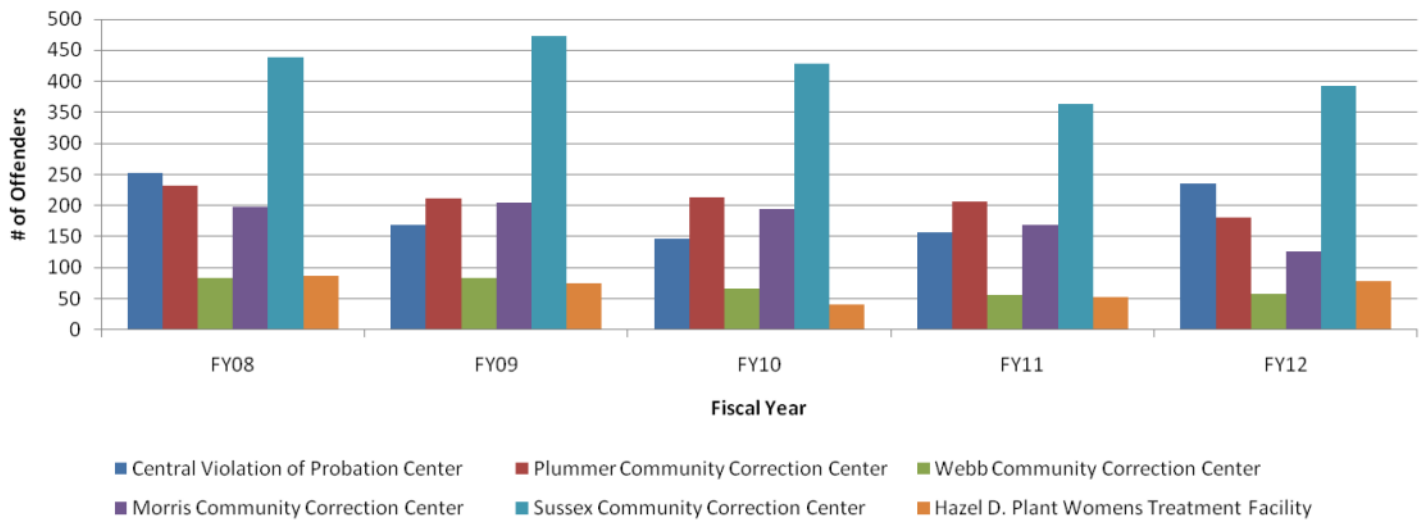


Population Statistics

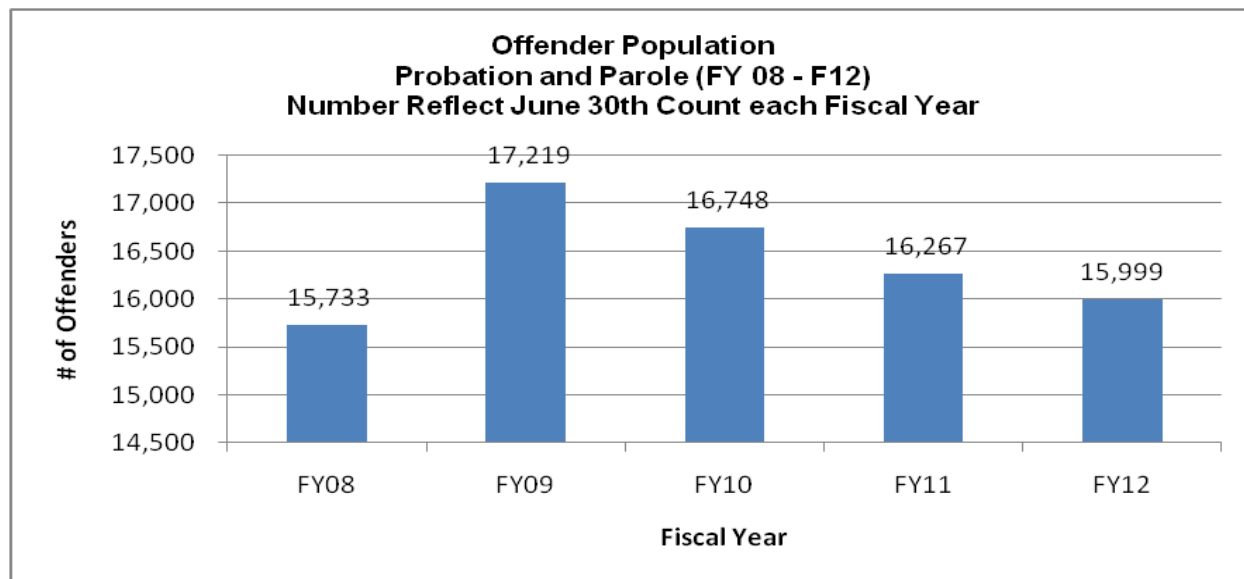
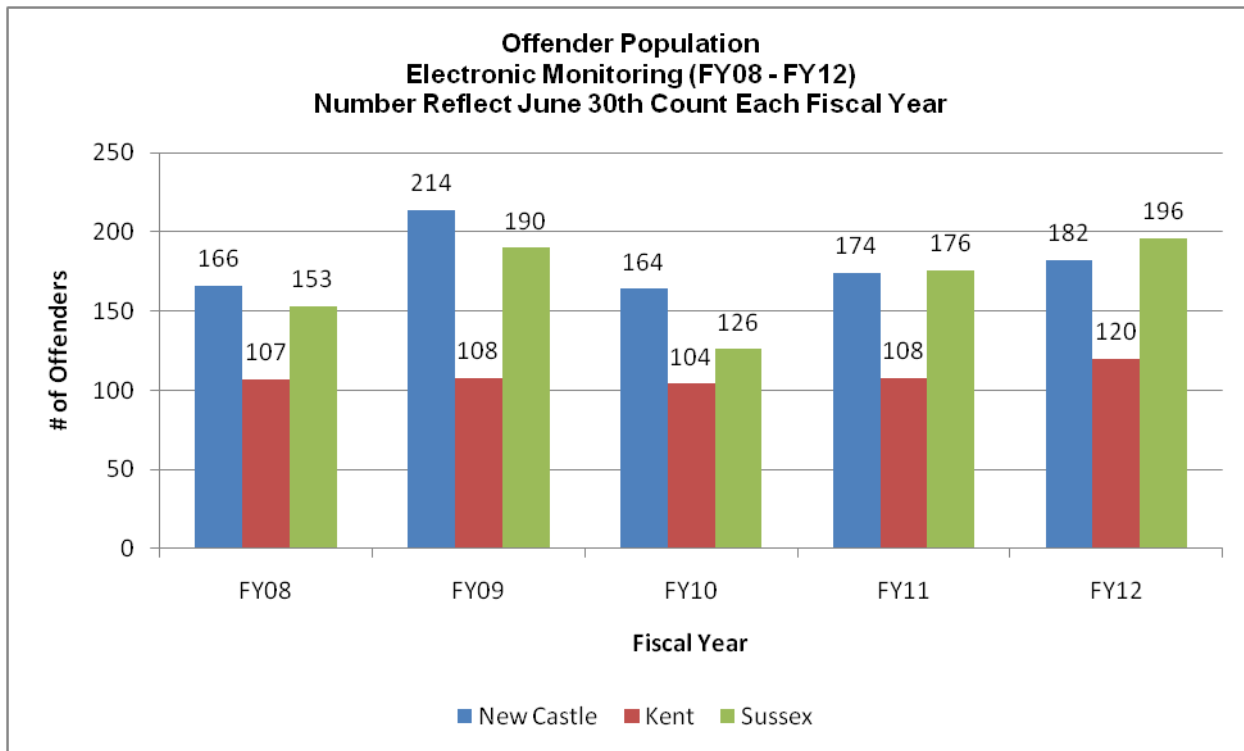
**Offender Population
Level V Institutions (FY08 - FY12)
Numbers Reflect June 30th Count Each Fiscal Year**



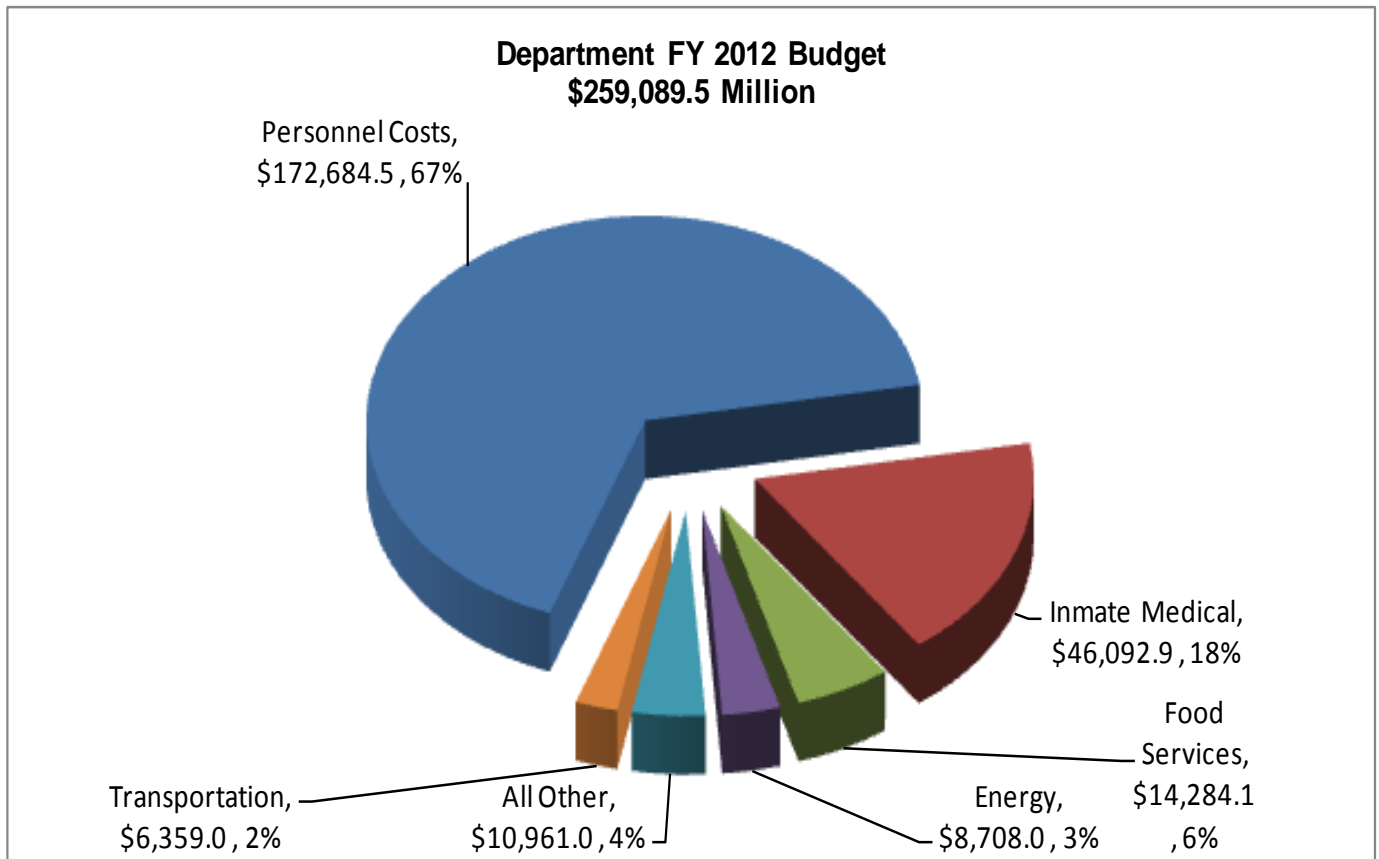
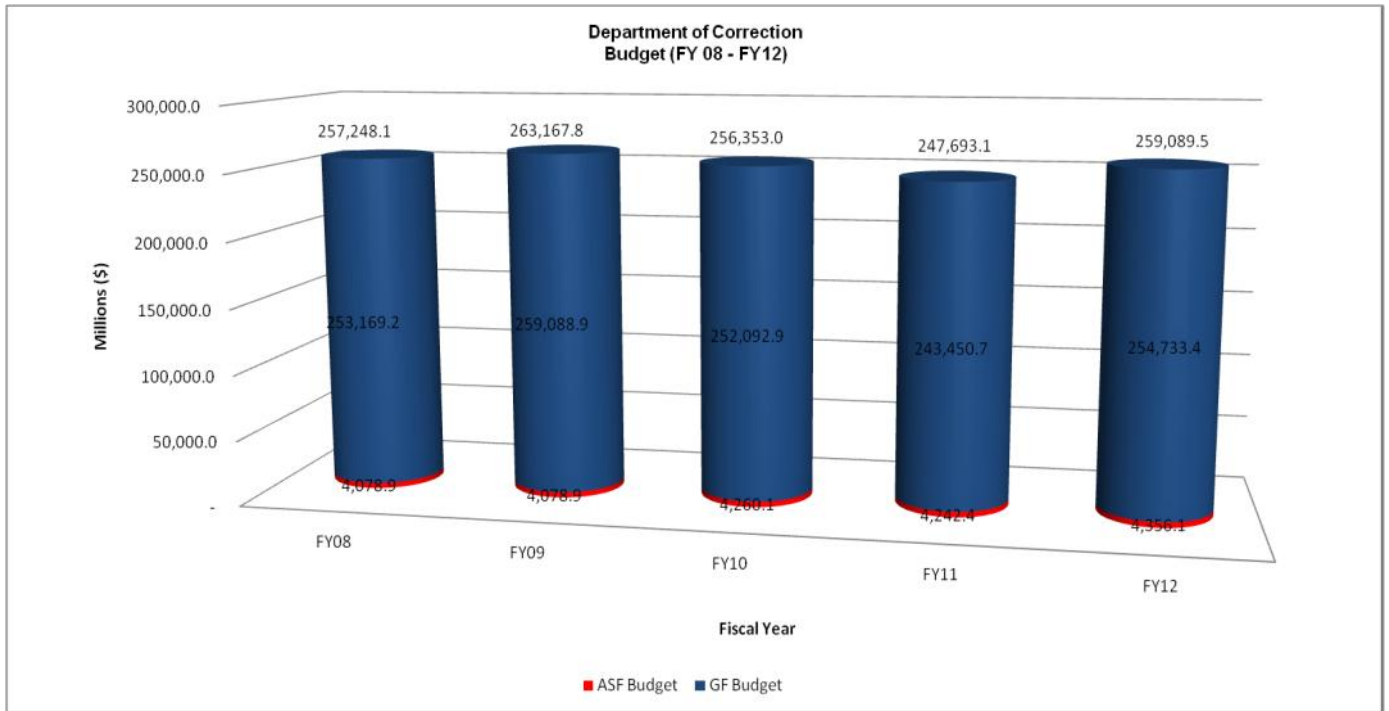
**Offender Population
Level IV Institutions (FY08 - FY12)
Numbers Reflect June 30th Count Each Fiscal Year**



Population Statistics

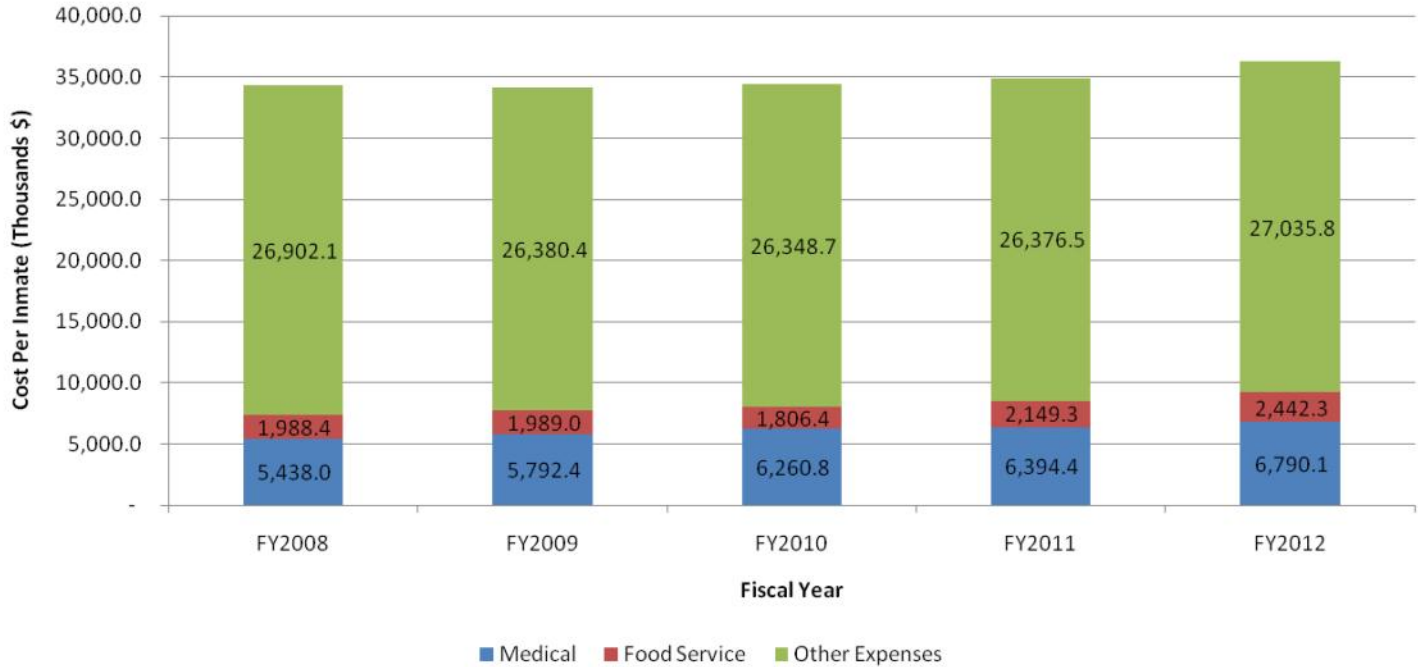


Department Budget

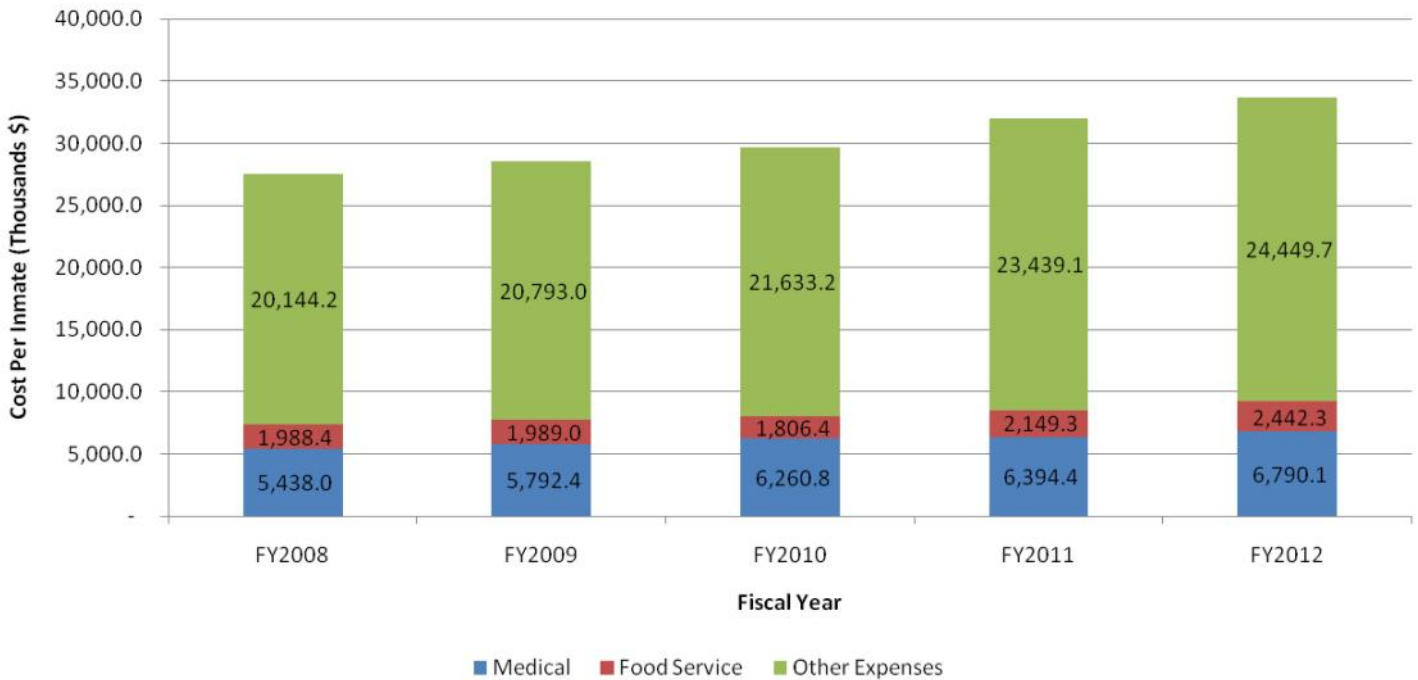


Department Budget

Department of Correction
Prisons - Annual Per Diem (with Debt Service)
 FY 08 - FY12



Department of Correction
Work Release/VOPs - Annual Per Diem (with Debt Service)
 FY 08 - FY12



Staff Awards & Recognition

2011 DOC Employees of the Year



**Commissioner's Award
William Gallagher**



**Commissioner's Award
Arthur Dukes**



**Commissioner's Award
for Heroism
Brian Forte**



**Staff Employee of the Year
Linda Walton**



**CO of the Year
Mark Keefer**



**Supervisor of the Year
Melissa Kearney**



**Commissioner's Award for
Outstanding Leadership
Bill Oettell**



**Governor's Team Excellence Nominees
Bureau of Healthcare Services**



**P&P Officer of the Year
Melissa Roberts**

Staff Awards & Recognition

Additional awards presented at the DOC annual Employee Recognition Ceremony:

Golden Arm Award

Jodie Wedel, Ann Luciano, Ed Yankwitt, Brenda Gooner, Rhonda Brittingham, Jackie Pettie, Amber Welch, Cindy Murray, Maria Lyons, Tara Bench, Therese Bradley, Bruce Baker, Claudette Cain, Linda Martin, Toby Davis, Catherine Payne, Judith Jefferson, Jami Elmore, Tara Stewart, Rene Rivera, Lynne Clendaniel, Nicole Sammons, Jessica Pantoja, Rodney Carson, Cheryl Arsenault, Carol McNatt, Edna Reed, Ann St. Jean, Harold Edwards, Dora Becton, Andrew Peruchi, Kimberly Bellis, Nancy Price, Erin Klein, Julia Peaco, Debbie Myers, Lavone Brown, Doug Boon, Lakeia Broughton, Jean Cabana, Lynn Campbell, Jackie Cole, Danree Heath, Terry Jordan, Cheryl McDuffie, Michael Bryan, Brenda Bell, Debra Sealund, Shannon Miszczuk, Chase Block, Michael Warrell, Sheryl Bunkley, Stephen Shyers, Nekeya Harmon, Geri Taylor

Golden Key Award

Michael Records, Jagger Faust, Kecia Winchester, Leona Minor, James Simms, Kevin Fletcher, Stacey Hollis, Patricia May, Mary Hart, Alejandra Soto: IADAPT TEAM: Jeff Boykin, Christopher Ciecko, Carlo Pini, Jessica Cline, Nicole Williams, Heather Zwickert, Cindy Murray, Pamela Minor, Heidi Collier, Howard Davis, Brett Graves, Pat Ditto, Michael Cocuzza, Marco Brown, Kecia Winchester, Kent Raymond, Jill Watson, Erin Sebastian, Michael Records, Ron Hosterman, Megan Marriner, Kendall Bryant, Alejandra Soto, Faith Levy

Special Forces Award

Ewonnu Campbell, Peter Corcoran, Kevin Dunlap, Michael Ewasko, Wanda Faulkner, Jamie Gray, James Herman, Jose Hernandez, Vincent Jackson, Felix Miranda, Sanford Moran, John Moyer, Neva Person, Donald Powell, Michael Rubincan, Tyrone Stokes, Harris Warren, Thomas Wassum, Syrita Williams, Wayne Wilson, Scott Ceresini, Wayne Beall, Benjamin Coverdale, Matthew Wright, Joseph Mears, Michael Santini

Warden Award

William Kendall, Wayne Wilson, Robert May, Robert Paddy, Jodie Wood, Sean Dial, James Wilmore, Roy Lawler, Jill Watson, Joseph Adkins, Kimberly Hughey, Glenenise Parks, Robert Heishman, Lloyd McGill, Denise Stokes, John Christensen, Steven Bilbrough, Jason Coviello, Michael Little, Richard Soulette, Christopher Chapel, DeWayne Harmon, Ryan Lowe, Dora Hairston, Angela Endres, William Hoban, Brian Hubbs

Staff Community & Military Service



Delaware Department of Correction Proudly Serves

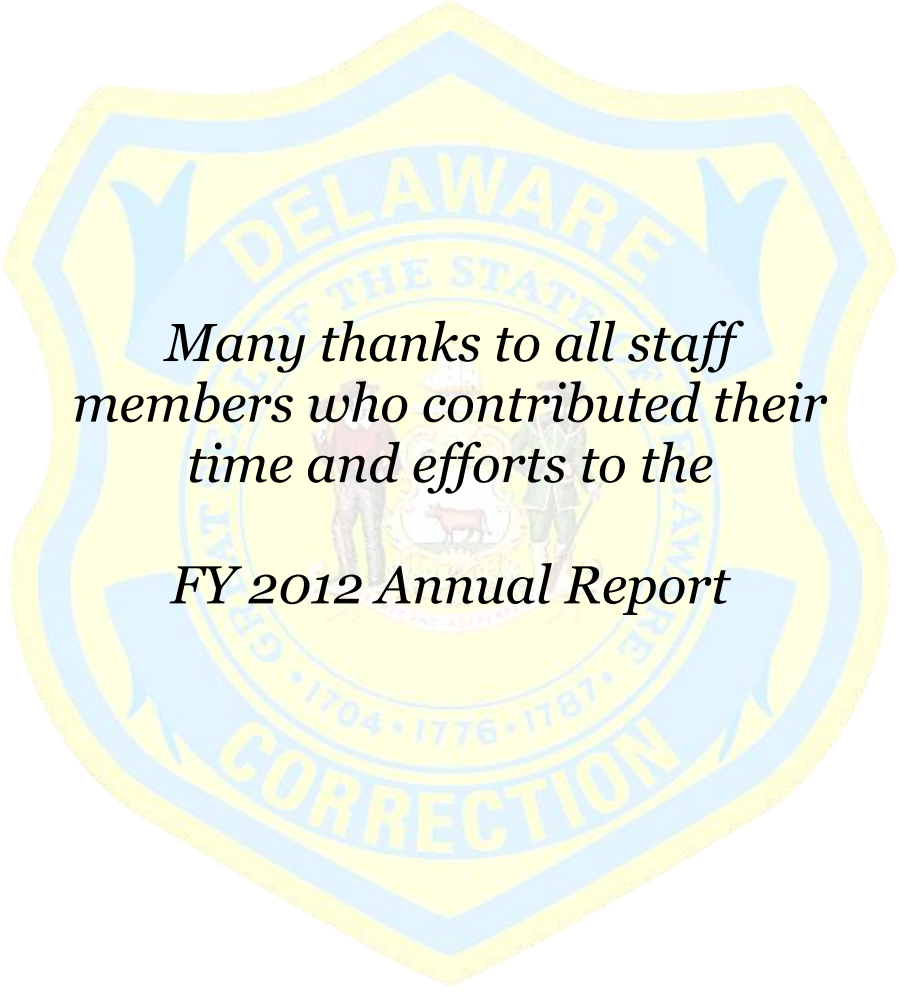


The following Department of Correction
Employees were on military leave
during Fiscal Year 2012

Robert A. Foran
Andrew Brooks
Carmelino Seaton
John Tilghman
Leslie Carter
Victor Kubria
David Kuntzi
Timothy Jones
John Martin
Peter Ayers
Karl Sturgill
Martin Emory
Michael Krolick
Darryl Daniels
Christopher Welch
Roger McCall
Barnabas Malawi
John French
Mark Stepaniak



Credits

The seal of the Delaware Department of Correction is a shield-shaped emblem. It features a yellow outer border, a light blue inner border, and a central yellow field. The word "DELAWARE" is arched across the top, and "CORRECTION" is arched across the bottom. In the center, there is a circular seal of the State of Delaware, which includes the text "THE STATE OF DELAWARE" and the date "1704". The central seal also depicts a figure holding a staff and a plow, with a ship in the background. The text "1776" and "1787" are also visible on the central seal.

*Many thanks to all staff
members who contributed their
time and efforts to the
FY 2012 Annual Report*

A solid yellow horizontal bar with a slight upward curve on the right side.

Prepared By
Michael Records

Layout & Design
Dawn Curlett

Photography & Copy Editing
John Painter

A solid blue horizontal bar with a slight downward curve on the right side.

Contact Information:

Delaware Department of Correction | 245 McKee Road, Dover, DE 19904
www.doc.delaware.gov | email: DOC.Commissioner@state.de.us

Published 10/2012
by
Delaware Department of Correction

